

MINUTES

The Brandon City Council met in regular session at 6:00 p.m. on November 2, 2020 in the Council Chambers at 308 S. Main Avenue, Brandon, South Dakota. Present were Dana Clark, Vickie David, Tim Jorgenson, David Kull, Jack Parliament and Mayor Paul Lundberg. Barb Fish joined via conference call. Others present were: City Administrator, Bryan H. Read; Finance Officer, Christina Smith; City Attorney, Lisa Marso; City Engineer, Tami Jansma, Police Chief, Joe Weir; and Golf Course Manager, Andrew Bauer.

Alderman Clark moved Alderman David seconded to approve the agenda. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

Alderman Kull moved Alderman Clark seconded to approve the minutes of the October 15, 2020 briefing meeting; the minutes of the October 19, 2020 regular meeting and the minutes of the October 22, 2020 special meeting. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

Alderman Parliament moved Alderman Clark seconded to approve the following claims. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
AE2S	Professional Services	3,129.13
A-1 Septic Tank	Professional Services	375.00
Austin Peterson	Supplies	154.43
Border States	Supplies	985.68
Brock & White Co., LLC	Repairs	8,037.60
Champion Tree Service	Repairs	24,275.00
City of Brandon - GC	Fees	2,000.00
Coffee Cup	Fuel	65.74
Corson Village	October	925.51
Dakota Beverage	GC Resale	222.00
Dakota Fluid Power	Supplies	28.42
Delta Dental	November Premiums	2,950.60
DGR Engineering	Professional Services	25,055.28
Direct Technologies	Software	1,293.10
Fastenal	Supplies	201.35
Fox Printing & Graphics	Hired Repairs	355.11
Galls	Supplies	136.45
General Traffic Controls, Inc.	Supplies	3,290.00
Hawkins	Chemicals	1,496.14
HDR Engineering, Inc.	Professional Services	17,264.25
Inter-Lakes Community Action	Transit	12,053.53
Jack's Uniforms & Equipment	Supplies	274.12
JD's House of Trophies	Supplies	84.00
Karl's	Repairs	92.95
Lacey Rentals, Inc.	Rental	112.00
Matheson Tri-Gas, Inc.	Supplies	99.16

MED-Star Paramedic Ambulance, Inc.	911 Stand-by Service	4,166.67
Menards Sioux Falls East	Supplies	9.98
Meyer Laboratory, Inc.	Supplies	232.80
Midwest Alarm Company, Inc.	Hired Repairs	368.54
Midwest Turf & Irrigation	Repairs	3,104.83
Miller & Sons Golf Cars	Rental	200.00
Modern Woodmen of America	November Premiums	1,742.08
Northern Truck Equip. Corp.	Repairs	9.23
Off Your Rocker, Inc.	Supplies	154.33
Palisades Oil Co.	Fuel	1,401.31
Performance Press	Supplies	146.25
Pfeifer Implement Company, Inc.	Supplies	172.72
Pitney Bowes	Postage Meter Refill	841.00
Pollardwater	Supplies	1,617.53
Reiter Enterprises	Rental	4,205.00
S & S Tire Company	Repairs	1,302.00
SD Dept. of Health	Professional Services	818.00
SD Dept. of Transportation	Professional Services	586.37
SD One Call	Utilities	243.04
SD State Plumbing Commission	Fees	275.00
Sioux Falls Area Chamber of Commerce	Dues	200.00
Sioux Falls Area Humane Society	Professional Services	97.40
Sioux Valley Energy	Utilities	38,380.95
Staples	Supplies	838.21
Staples Enterprises, Inc.	Fuel	76.58
Summit Companies	Supplies	15.00
Sysco Lincoln	GC Resale	542.14
Taylor Made Golf Company, Inc.	GC Resale	453.32
Team Brandon Valley	Reimburse Repairs	120.00
The Seeger Map Co.	Professional Services	85.00
TSP, Inc.	Improvements	8,806.20
Turfwerks	Repairs	132.83
USA Blue Book	Supplies	87.16
Verizon	Utilities	482.23
Wellmark BC/BS	November Premiums	56,524.69
Xcel Energy	Utilities	2,893.09
US Bank	Loans	531,802.50
City Administration	October 15, 2020 Payroll	3,397.32
Finance Office	October 15, 2020 Payroll	4,331.06
Government Buildings	October 15, 2020 Payroll	120.05
Engineer	October 15, 2020 Payroll	3,063.32
Police	October 15, 2020 Payroll	23,153.18
Building Inspections	October 15, 2020 Payroll	3,453.20
Street Department	October 15, 2020 Payroll	5,334.80
Park Department	October 15, 2020 Payroll	4,247.65
Economic Development	October 15, 2020 Payroll	612.60
Water Department	October 15, 2020 Payroll	8,052.39
Sewer Department	October 15, 2020 Payroll	4,344.09

Golf Course Grounds	October 15, 2020 Payroll	6,455.50
Golf Course Lounge	October 15, 2020 Payroll	3,307.40
Golf Course Pro Shop	October 15, 2020 Payroll	3,814.16
Golf Course Community Room	October 15, 2020 Payroll	803.27
941 Payroll Taxes	October 15, 2020 Payroll	22,362.94
SD Retirement System Supplemental	October 15, 2020 Payroll	712.50
TASC Flex Plan	October 15, 2020 Payroll	625.00
Accounts Management	October 15, 2020 Payroll	75.00
Direct Pay Reimbursement	October 15, 2020 Payroll	120.16

Scott Rust, 205 S. Augusta Avenue, was present to discuss the Golf Course Management RFP that is on the agenda.

RETAIL WINE & CIDER LICENSE

A public hearing was held, as advertised, to consider a retail wine and cider license for Wilde Prairie Winery. Applicant is requesting to sell/sample at the Farmer’s Market located at 517 N. Splitrock Blvd. on the following dates: November 7, 2020; December 5, 2020; January 2, 2021; February 6, 2021; March 6, 2021; April 3, 2021 and May 1, 2021. Alderwoman Clark moved Alderman Kull seconded to approve the request as presented. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

STORM WATER STUDY REPORT

Chad Hanisch, ISG; Kevin Smith, AE2S and Jon Jacobson, Confluence were present to discuss the Brandon City Wide Drainage Planning. No formal action taken.

ORDINANCE #614

Alderwoman Clark moved Alderman Jorgenson seconded to give second reading to Ordinance #614: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SOUTH DAKOTA PROVIDING FOR A SUPPLEMENTAL APPROPRIATION FOR THE FISCAL YEAR 2020. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

ORDINANCE #615

Alderman Kull moved Alderwoman Clark seconded to give second reading to Ordinance #615: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SOUTH DAKOTA PROVIDING THAT THE REVISED ZONING ORDINANCE NUMBER 531 AND THE OFFICIAL ZONING MAP OF THE CITY OF BRANDON, SOUTH DAKOTA BE AMENDED TO PROVIDE FOR THE RE-ZONING OF THE FOLLOWING DESCRIBED PROPERTY. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

ORDINANCE #616

Alderwoman Clark moved Alderman Jorgenson seconded to give second reading to Ordinance #616: TITLE: AN ORDINANCE OF THE CITY OF BRANDON, SOUTH DAKOTA PROVIDING THAT THE REVISED ZONING ORDINANCE NUMBER 531 AND THE OFFICIAL ZONING MAP OF THE CITY OF BRANDON, SOUTH DAKOTA BE AMENDED TO PROVIDE FOR THE RE-ZONING OF THE FOLLOWING DESCRIBED

PROPERTY. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

GOLF COURSE MANAGEMENT RFP

The Golf Course Committee report was heard. Alderman Parliament moved Alderwoman David seconded to approve the request for proposals for management of the Brandon Municipal Golf Course, as presented. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

GOLF COURSE EQUIPMENT LEASE

Alderman Kull moved Alderman Jorgenson seconded to approve the golf course equipment lease as presented, at an annual cost of \$69,546.97 for 5 years. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

SALARY REVIEW AND ADJUSTMENT

The Parks & Recreation Committee and Public Safety Committee reports were heard. Alderwoman Clark moved Alderwoman David seconded to approve the annual salary adjustment for Kyle Zigan, to step 27-5 on the wage scale, \$22.19 per hour, effective November 13, 2020. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

HOLIDAY PARADE OF LIGHTS REQUEST

A request was received from VFW Post 4726 to host a Brandon Holiday Parade of Lights on November 28, 2020. Alderwoman Clark moved Alderman Kull seconded to approve the request as presented. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

TASER PROPOSAL

Alderwoman Clark moved Alderman Jorgenson seconded to approve the purchase of taser equipment as presented, to be paid in 5 yearly payments of \$4,320.00. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

2021 SQUAD CAR

Alderwoman Clark moved Alderman Kull seconded to approve the purchase of a 2021 Ford Explorer/Interceptor at a cost of \$37,952.00. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

2020 EMPLOYEE CHRISTMAS PARTY

The Administration Committee report was heard. Alderwoman Clark moved Alderman Parliament seconded that we forgo this years employee Christmas party, due to COVID concerns and use the money towards gift cards for staff. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

AUTHORIZE BIDS FOR WATER TOWER PROJECT

The Streets Committee and Water & Sewer Committee reports were heard. Alderman Jorgenson moved Alderwoman Clark seconded to authorize staff to advertise for bids for the water tower

project. Bids to received on Friday, November 20, 2020. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

MAIN AVENUE SEWER PROJECT CHANGE ORDERS

Alderman Parliament moved Alderwoman David seconded to approve change orders #4 & #5 to H & W Contracting in the amounts of (\$5,862.75) and \$7,740.00 respectively, for the Main Avenue sewer project. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

At 6:51 p.m. on a motion by Alderwoman Clark seconded by Alderwoman David the meeting was adjourned. A roll call vote showed Clark, David, Fish, Jorgenson, Kull, Parliament aye. Motion carried.

Melissa Labahn
Municipal Recording Clerk

Paul Lundberg
Mayor